



Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

Sanger B. Powers Correctional Center

Date: June 16, 2021
To: Staff, Visitors & PIOC
From: Patrick Melman, Superintendent
RE: Visitation Information

Beginning July 06, 2021, The Wisconsin Department of Corrections (DOC) has made the decision to resume in-person visitation at DOC facilities.

Due to social distancing and other preventative measures related to COVID-19, capacity in visitation areas has been decreased, but Sanger B. Powers Correctional Center (SPCC) will attempt, when possible, to honor up to two face-to-face visiting periods each week for each person in our care. Initial demand for in-person visits is expected to be high. To make it fair for everyone, each visit will be limited to 45 minutes and must be scheduled in advance.

People can begin to schedule in-person visits at 9:00 a.m. on Wednesday, June 16. Visitors are asked to schedule their in-person visits at least two business days (excludes Saturdays, Sundays and holidays) in advance. With the exception of the first week, the center will not schedule visit requests more than two weeks in advance.

Procedure

1. Visitors must have previously completed a Visitor Questionnaire (DOC-21AA) and be on your approved visiting list.

Visits can be scheduled by emailing the addresses below:

DOCWCCSPCCZoomVisits@wisconsin.gov

The email should include the following information:

- Name of the person in our care and DOC#
 - Name of visitors
 - Requested date of visit (Provide a 1st and 2nd choice)
2. Visits will be scheduled every 60 minutes (1:00, 2:00, 3:00, etc.) but will only be a maximum of 45 minutes in length to allow for cleaning and visitor check in procedures.

3. Visiting schedule is as follows:

Saturday and Holidays: 8:30 a.m. - 11:30 a.m. & 1:00 p.m. - 4:00 p.m.

Sunday: 1:00 p.m. - 4:00 p.m.

Wednesday: 7:00 p.m. - 9:00 p.m.

If a holiday falls on a Wednesday there will not be any evening visits.

Visitors are encouraged to schedule in person visits by email. Once your visit has been scheduled, you will receive a confirmation by email indicating the date and time. Those without internet access can call the institution's main line. When requesting by telephone visitors may call back after one business day to verify the date and time of the visit.

Whether calling or emailing, visitors are asked to specify whether they are requesting a zoom or in-person visit.

In addition to the new scheduling process for visitors, there are several updated visitation guidelines designed to protect persons in our care, visitors and DOC staff. Those include:

Specific guidelines for in-person visits include:

- A COVID-19 screening (temperature and symptoms check) by security staff.
- Up to three approved visitors will be allowed for a specific visit with a PIOC. Relationship does not matter but at least one visitor must be an adult.
- Brief hugs are allowed at the beginning and end of visit; kisses are not allowed.
- Hand holding and sitting on laps is not allowed.
- Appointing Authorities have discretion to address how young children and infants can interact with PIOC.
- All visitors age 2 or above shall wear a mask for the duration of the visit (except when eating or drinking).
- All PIOC shall be required to wear a mask for the duration of the visit (except when eating or drinking).
- Food and/or drink are allowed, but cannot be shared amongst visitors and PIOC.
- All chairs and tables will be sanitized between visits.
- The children's area shall not be available as it is difficult to sanitize between usage.
- Outdoor visiting will require the same processes/restrictions. In addition, to these COVID-19 rules, General Visiting Rules will be enforced. You can find those rules and more information about visitation on our Visiting Information page.